

APPENDIX B

QUALIFYING FIRMS

B-1. Introduction.

The following description should be used to develop a selection or bidding announcement to select a play area designer who will meet the requirements for developing unsupervised children's outdoor play areas:

B-2. Required Experience (Factor 1).

The qualifying firm should demonstrate specialized experience and technical competence in the work required, based on the following sub factors:

a. Child Development. The qualifying firm should demonstrate an understanding of the play program of children's play activities and the physical environment for children's play.

b. Accessibility. The qualifying firm should demonstrate experience in designing integrated play areas for children with and without disabilities.

c. Outdoor Play Area Design. The qualifying firm should demonstrate experience in developing outdoor play areas for specific age groups.

d. Landscape Design. The qualifying firm should demonstrate experience in the use of landscape plants and material in designing children's outdoor play areas, the child safety requirements of plant materials, and using plant materials to meet play program requirements.

e. Play Area Components and Safety Surfacing. The qualifying firm should demonstrate experience in the selection and design of play elements and safety surfacing materials.

f. Workshops and Guidance Materials. The qualifying firm should demonstrate experience in developing and conducting workshops, and preparing guidance materials such as instructions, work guides, checklists and audiovisual materials.

g. Construction Documents. The qualifying firm should demonstrate experience in the preparation of construction drawings and specifications.

h. Cost Estimates. The qualifying firm should demonstrate experience in preparing construction cost estimates.

B-3. Professional Qualifications (Factor 2).

The professional qualifications necessary for the satisfactory performance of all required services should be evaluated based on the following subfactors:

a. Multi-Disciplinary Firms. The qualifying firm should be multi-disciplinary, and should include a landscape architect specializing in site planning and site design, the development of specifications and cost estimates, and project management.

b. Play Area Specialist. The qualifying firm should be a specialist in designing and developing children's outdoor play areas.

B-4. Rating of Factors.

Qualifying firms should be evaluated according to the relative importance of each factor and sub factor. Factor 1 is the most important factor for award and slightly more important than Factor 2. Factor 2 is almost of equal importance to Factor 1. Under Factor 1, subfactors (a) through (e) are more important than subfactors (f) through (h). Subfactors (f) through (h) are of equal importance. Under Factor 2, subfactor (a) is more important than subfactor (b).

B-5. Responses.

All selection factors must be clearly addressed in the response.